

PLANNING COMMISSION MEETING MINUTES

On this the 18th day of May 2016, the Planning Commission of the City of Rosenberg, Fort Bend County, Texas, met in a Regular Meeting at the Rosenberg City Hall Council Chamber, located at 2110 4th Street, Rosenberg, Texas.

Present: Chairperson James Urbish
Vice Chairperson Lester Phipps, Jr.
Commissioner Wayne Poldrack
Commissioner Sergio Villagomez

Absent: Commissioner Steven Monk
Susan Euton, Councilor, District No. 2

Staff Present: John Maresh, Interim City Manager
Travis Tanner, Executive Director of Community Development
Ian Knox, Planning Administrator
Charles Kalkomey, City Engineer
Janet Eder, Senior Administrative Specialist

Attendees: William Benton, Councilor at Large, Position 1
Mike Parsons, Citizen
Randy Anderson, Kendig Keast Collaborative

CALL TO ORDER

Chairperson Urbish called the meeting to order at 5:01 p.m.

SPECIAL DISCUSSION ITEMS

1. Consideration of and action on a recommendation regarding the FY2017 Capital Improvements Program (CIP).

Executive Summary

Per the City Charter, Article VIII, Section 8.03 (d), the Planning Commission is required to submit annually, not less than ninety (90) days prior to the beginning of the budget year, a list of recommendations for capital improvements. Interim City Manager, John Maresh will review staff recommendations for the proposed FY2017 Capital Improvements Program (CIP) and he, along with Joyce Vasut, Executive Director of Administrative Services, will be available to answer questions from the Commission. Detailed information on the proposed CIP is attached for review.

Key Discussion

- Mr. Maresh presented the item and reviewed the executive summary.
- Mr. Maresh formally presented the FY2017 Capital Improvements Program (CIP) for consideration and recommendation to City Council.
- Commissioner Poldrack stated that Item No.1, Avenue B Connection from 8th Street to River Road had created some controversy.
- Mr. Maresh replied that future meetings will include more discussion on the Avenue B Connection from 8th Street to River Road. Mr. Maresh stated that the project was included in the City's Thoroughfare Plan and was also included in the FY2016 Capital Improvements Program (CIP).
- Commissioner Villagomez was in favor of the FY2017 Capital Improvements Program (CIP) in spite of controversy received.
- Chairperson Urbish and Vice Chairperson Phipps both stated that they were in favor of the FY2017 Capital Improvements Program (CIP).

ACTION

Motion by Commissioner Wayne Poldrack, seconded by Commissioner Sergio Villagomez to recommend approval to City Council of the FY2017 Capital Improvements Program (CIP).

Vote: 4 - 0 Carried unanimously by those present.

MINUTES

2. **Consideration of and action on minutes of the Regular Planning Commission Meeting for April 20, 2016.**

ACTION

Motion by Vice Chairperson Lester Phipps, Jr., seconded by Commissioner Wayne Poldrack to approve minutes of the Regular Planning Commission Meeting for April 20, 2016.

Vote: 4 - 0 Carried unanimously by those present.

PUBLIC HEARINGS

None

VARIANCE REQUESTS

None

SUBDIVISION LAND PLANS AND PRELIMINARY PLATS

3. **Consideration of and action on a Preliminary Plat of Walnut Creek Reserves, being 47.1+/- acres of land and containing five reserves out of the Wiley Martin League Survey, A-56 E.P. Everett Survey, A-387 Eugene Wheat Survey, A-396 City of Rosenberg, Fort Bend County, Texas.**

This item was pulled from the agenda at the request of the applicant.

FINAL PLATS

4. **Consideration of and action on a Final Plat of Bonbrook Plantation South Section Nine, a subdivision of 35.335 acres of land situated in the Wiley Martin League, Abstract 56, Fort Bend County, Texas; 96 lots, 2 reserves (6.553 acres) and 5 blocks.**

Executive Summary

The Final Plat of Bonbrook Plantation South Section Nine is a proposed subdivision consisting of ninety-six (96) residential lots and two (2) reserves in five (5) blocks located off of Benton Road in the southwest part of the Bonbrook Plantation development. The proposed Plat is located in the Extraterritorial Jurisdiction (ETJ), in MUD No. 155, and is south of Bonbrook Plantation South Section Six.

The subdivision consists of sixty-five-foot (65') and sixty-foot (60') lots in accordance with the approved Land Plan for Bonbrook Plantation South and with the current "Subdivision" Ordinance. The Land Plan for this subdivision was approved by the Planning Commission in October of 2015 and is attached for review as well. The Planning Commission approved the Preliminary Plat of Bonbrook Plantation South on March 16, 2016.

Seeing no conflicts with applicable regulations, and with the proposed Final Plat being consistent with the approved Preliminary Plat, staff recommends that the Planning Commission recommend approval to City Council of the Final Plat of Bonbrook Plantation South Section Nine.

Key Discussion

- Mr. Knox presented the item and reviewed the Executive Summary.

ACTION

Motion by Commissioner Sergio Villagomez, seconded by Commissioner Wayne Poldrack to recommend approval to City Council of the Final Plat of Bonbrook Plantation South Section Nine, a subdivision of 35.335 acres of land situated in the Wiley Martin League, Abstract 56, Fort Bend County, Texas; 96 lots, 2 reserves (6.553 acres) and 5 blocks.

Vote: 4 - 0 Carried unanimously by those present.

DISCUSSION ITEMS

5. **Review and discuss proposed revisions to Code of Ordinances, Chapter 25, Article III, Section 25-61 - Streets and take action as necessary to direct staff.**

Executive Summary

One of the topics frequently brought up by the Planning Commission over the last several years is the need to revisit the City's ordinances related to right-of-way, access easement, and pavement width. Potential redrafting and amendments to the City's land development and related code elements such as the subject one is also addressed in the Comprehensive Plan. As discussed, City staff has been working with a consultant on some of the needed code

review and revision services. Items already discussed with the Commission include parking and residential setback issues. The final item to be discussed as part of the overall project is Code Of Ordinances, Section 25-61, Streets.

Per the attached ordinance revisions, local streets not identified as collectors or arterials in the Thoroughfare Plan would have a minimum right-of-way of sixty (60) feet and the following minimum pavement widths:

- Streets with laydown curbs: twenty-nine (29) feet, measured back of curb to back of curb, and twenty-seven (27) feet, measured inside of curb to inside of curb; and
- Other streets: twenty-eight (28) feet, measured back of curb to back of curb, and twenty-seven (27) feet, measured inside of curb to inside of curb

This proposal is recommended for discussion and could be amended by the Planning Commission with subsequent approval from City Council. In addition to the above points, commercial access easements and drives within them would remain at a minimum of thirty (30) feet in width and townhouse and patio home subdivision access streets would remain at a minimum pavement width of thirty-six (36) feet. Collector and arterial streets per the Thoroughfare Plan would of course be greater in terms of their right-of-way and pavement width requirements. The ordinance would continue to allow exceptions for rural streets, but only in areas defined as rural in the Comprehensive Plan (essentially west of Spur 10).

Key Discussion

- Mr. Tanner presented the item and reviewed the Executive Summary.
- Mr. Tanner stated that the proposed revisions to Code of Ordinances was in draft form and presented for discussion purposes.
- Commissioner Poldrack stated that he favored thirty (30) foot street widths because of aesthetics and safety and was opposed to laydown curbs which look cheap in his opinion.
- Commissioner Poldrack inquired when laydown curbs began.
- Mr. Kalkomey replied that laydown curbs were proposed by Summer Lakes in the mid-2000's, primarily to eliminate curb cuts.
- Commissioner Poldrack stated that he was not in favor of drive-over curbs and narrow streets.
- Mr. Kalkomey stated that thirty (30) foot street widths tend to increase vehicle speed, while twenty-eight (28) foot street widths help reduce vehicle speed.
- Commissioner Poldrack inquired if the new subdivisions have through streets and points of access to a boulevard. Commissioner Poldrack also inquired about pavement widths.
- Mr. Kalkomey replied that the boulevard or collector street width was wider and no houses are permitted to front on it.
- Commissioner Poldrack inquired if the City's Thoroughfare Plan included rural subdivisions.
- Mr. Tanner replied that the area west of Spur 10 was considered rural, however, most of the development in the surrounding area was considered suburban. Mr. Tanner stated that the City's Comprehensive Plan defines rural. Areas with open ditches and asphalt would need to be looked at on an individual basis.
- Commissioner Poldrack inquired about the number of acres required to be considered rural.
- Mr. Tanner explained that he did not believe there was a minimum number of acres required to be considered rural, but he would research that question.
- Commissioner Poldrack inquired about the street width requirement in a rural area.
- Mr. Tanner replied that twenty-eight (28) feet would be required in a rural area. Asphalt and streets with open ditch are both considered rural.
- Mr. Poldrack inquired if the City would be responsible for maintaining the ditch if located in the City limits.
- Mr. Tanner stated that if a property was within the City limits, then the City would be responsible for maintaining the street. However, the homeowner is responsible for maintaining the unpaved area between their front property line and the street pavement, similar to the area between a sidewalk and street in a subdivision that does not contain open ditches.
- Mr. Kalkomey explained that Habitat for Humanity which is located on the north side of the City was an example of an area for which open ditch streets were the only viable option.
- Commissioner Poldrack inquired if private streets were prohibited in single-family residential developments and in multi-family developments.
- Mr. Tanner replied that private streets are not permitted in single-family residential subdivisions. Apartment complexes, however are typically designed to include private internal parking lots, drive aisles, and fire lanes, but that is not considered private streets.
- Commissioner Poldrack inquired about the pavement width requirements for a residential and commercial cul-de-sac.
- Mr. Tanner replied that the pavement width and radius for a residential cul-de-sac must be fifty (50) feet, and a commercial cul-de-sac must be sixty (60) feet.
- Commissioner Poldrack inquired if two points of access were required for a complex with over 200 units.
- Mr. Tanner replied that two points of access were required. One point of access would be required to a boulevard street section. Mr. Tanner stated that the City has specific fire code requirements and consults with the City Fire Marshal with any questions or concerns regarding emergency access.
- Commissioner Villagomez stated that he agreed with the proposed thirty (30) feet width and hoped that the improvements to the City would encourage future growth to the area.
- Vice Chairperson Phipps expressed his concern about the amount of concrete being added to the City and the effects it could possibly have on the City's storm drainage system.
- Mr. Kalkomey replied that it is sometimes difficult to drain water from one tract of land to another and end at a detention pond. Mr. Kalkomey stated that the City currently has two regional detention facilities, Dry Creek and Seabourne Creek.

- Chairperson Urbish stated that he favored the thirty (30) foot width and would like to make a recommendation to Council. Chairperson Urbish was not in favor of drive-over curbs.
- Chairperson Urbish inquired about the minimum paving widths for patio homes.
- Mr. Tanner replied that the higher the density of homes, the wider the pavement widths generally must be per City ordinance. There are no proposed changes to the current ordinances regarding patio homes at this time.
- Commissioner Poldrack suggested making a recommendation to move forward with thirty (30) foot street widths.
- Mr. Mike Parsons, 2635 Sequoia, Rosenberg, Texas requested to make public comments at this time and was permitted to do so by Chairperson Urbish. Mr. Parsons believed that the City should focus on future growth and continue to encourage and retain educated people.
- Mr. Parsons stated that he resides off of Mons and that the traffic has become extremely heavy. Future development of the area will continue to increase traffic.
- Mr. Parsons stated that the City needs a more efficient way of calling public hearings. Mr. Parsons stated that placing public hearings in the Fort Bend Herald and/or Facebook was not the way to reach the public. Most of City's population is elderly, and they do not read Facebook. The Planning Commission needs to make a recommendation to City Council of a different style of public hearings.

The Planning Commission provided staff with general direction to move forward and recommend approval to City Council of revisions to Code of Ordinances, Chapter 25, Article III, Section 25-61 - Streets, including but not limited to adding a requirement for minimum thirty (30) foot local street pavement width.

6. **Consideration of and action on requests for future Agenda items.**

Executive Summary

This item allows the Planning Commission the opportunity to request that items be placed on future agendas.

Key Discussion

- Mr. Tanner stated that future agenda items would include code amendments.
- Chairperson Urbish suggested that the City consider using door hangers when announcing changes in the City. Chairperson Urbish stated that public notices in the local newspaper were not the most effective way of informing citizens of announcements.
- Mr. Tanner stated that the City would need to determine the significance of the project before considering other means of advertisement.
- Commissioner Poldrack requested that transportation impact fees be placed on future agenda items.

No action taken.

7. **ANNOUNCEMENTS.**

There were no announcements.

8. **ADJOURNMENT.**

There being no further business, Chairperson Urbish adjourned the Rosenberg Planning Commission meeting at 5:44 p.m.



Janet Eder
Senior Administrative Specialist